Idaho State University
Staff Council Meeting
February 17, 2015
Faculty Senate Conference Room, 301 Rendezvous
Minutes

Present: Ann Howell, Ben Mills, Brian Atkinson, Brian Kraft, Chris Wagner, Connie Tillotson, Craig Joseph, James
Yizar, Jillian Stambaugh, Michael Alvord, Michael Taylor, Peggy Larsen, Ryan Faulkner, Sharra Nelson, Stefanie
Shadduck, Syd Sharp, Weston Whitworth

Excused: Emily Frandsen, Jeanette Rose, Julie VanLeuven, Kim Wright, Natalie McHugh, Susanne Forrest

Absent: Allyson Johnson, Barry Hulet, Chris Wilson, Omar Raudez

Call to Order
Syd Sharp called the meeting to order at 1:37pm

Minutes:
Minutes from the January 22, 2015 meeting were approved with the following amendment:
Page 3 lines 9 & 10, Brian would like the wording changed to “Brian is helping Ali to have the funds
transferred.” Ali is deciding how she would like to allocate the funds. Brian would also like the wording
change to “If the transfer occurs, the balance should be…”

Treasurer Report
The current balance is $11,232.63. The only new expense was for the fall social. The total expense for the
socials at all campuses is $773.66.

New Business:
No new business.

Internal Committees

Bylaws – Mike Taylor
The bylaws have been reviewed and approved by David Alexander. They are now being forwarded to the
president’s cabinet.

Events – Allyson Johnson
The socials went well. Mike said the Kindle was delivered to the winner in Pocatello. A secure delivery is
being coordinated for the Idaho Falls and Meridian locations.

Election – Weston Whitworth
A staff list will be generated by Human Resources. Weston will determine the vacancies and a call for
nominations will go out for elections in March. Elections will occur in BengalWeb.

Employee Recognition – Mike Taylor
Katie Hammond in Human Resources is creating a list for the years of service awards. Emily is meeting
with Joey Gifford to create the invitation.

The committee decided to order the same menu as last year. The Southern Hospitality menu includes
pulled pork, corn bread, and a chicken entrée. Chartwell’s has added an additional cost for menus with
chicken. They are now charging an extra $1.49 per person for chicken. Last year staff council went over
budget by about $1,000. The committee is planning on about 450 staff members this year and is trying to
keep costs down. The committee is exploring different options to make chicken available without
overspending. An option is to make it a special meal like vegetarian entrees. Special meals are held in the
back and are available on request. The invitation would need to include a preference for chicken so
enough entrees are ordered. Ann suggested looking at another menu. She has ordered the Turkey Dinner
and the Chicken Cordon Bleu and has been happy with both menus.

Marketing – Emily Frandsen
Not present

Professional Development – Craig Joseph
Applications have been reviewed. Six applications were received. The council approved three staff
members to receive awards totaling $1000. Donna Parker was awarded $100 because the cost of her
class was $100. Michelle Munoz and Jackie Baergen were awarded $450 scholarships.

Craig would like the details about what is considered when awarding scholarships listed on the website.

Retiree Recognition – Natalie McHugh
Not present

Scholarship – Brian Kraft
Nothing to Report

External Committees

Campus Beautification – Sharra Nelson
The VP, Kent Tingey, attended the meeting. He said the Native American statue that was donated to the
university was not acquired appropriately. The donation was accepted but no department owns the
statue. Creating a department or regrouping an art committee was discussed. The issue will now go in
front of the president’s cabinet.

The 1901 club asked to have an integrated IS sign near Reed Gym. The committee would like something
more traditional like the signs on the corners.

Campus Recreation Advisory Board – Connie Tillotson
Nothing to Report

Diversity – Peggy Larsen
Nothing to Report

Parking Advisory Board – Ann Howell
Instead of towing cars they will start booting vehicles. Also, eight solar powered pay stations will be
added. Parking permits may be obtained by swiping a credit or debit card. Ann is not sure if the stations
will accept cash payments. These pay stations will be installed in the metered areas. Weston asked about
PCI compliance issues. Ann said PCI compliance wasn’t talked about. Laura, in the parking office, has all
of the details about the pay stations. Ann said the pay rates should stay the same.

Parking Appeals – James Yizar
Appeals are almost caught up. Peggy said she has seen a lot of appeals going through but only half is
being charged. James said the citation history is looked at and if citations have not been received in the
last year, the committee considers charging half of the amount of the fine.

James asked Ann if the advisory board has addressed the recommendations from the appeals committee.
The recommendations are that citations need to be paid prior to appeal, and appeals need to be filed in
the same semester the citation is issued. Ann said both issues were voted down.

James said the parking office will be cracking down on faculty and staff using visitor parking spaces.
President’s Cabinet – Syd Sharp

Only a few policies have been discussed. The smoking policy has not been discussed.

There are 17 people are on the president’s housing committee. Ann asked the purpose of the committee. Syd said to review all options for the president’s house and to find the best option. The options are to renovate the current house and bring it up to code, to build on campus, to purchase off campus, or to provide a stipend. If it is approved to provide a stipend, the university is required to maintain the home.

An email, servelcomm@isu.edu, was created to collect comments for the committee. Syd explained any repairs must be completed by a state approved, bonded company. This sometimes leads to higher costs for repairs. The committee is getting president’s housing information from other colleges and universities in the state.

Safety – Barry Hulet
Not Present

Special Budget Council – Syd Sharp
Representative from Student Affairs and Health Sciences came to talk about professional and activity fees. An average 3.3% increase will be proposed to the State Board of Education. BSU and U of I have asked for increases between 6% and 8%. The SBOE said to not attempt to request increases at that level. The student fee hearings will be next week.

Sustainability – Chris Wilson
Not Present

University Library – Ryan Faulkner
The library is continuing to work on their bylaws.

Right now there is only one staff member working with Iliad. They are in the process of getting someone to assist her.

Faculty members on the committee asked why services were being cut. The library had to discontinue a contract with a search provider. The library has established a new contract.

Old Business:
No old business

Announcements
James asked if there would be a staff appreciation softball social. Syd said he doesn’t think the committee has discussed this yet.

James sent around a letter from the governor’s office congratulating years of service. The letter is printed on the letterhead upside down. James said things like this does not help staff feel appreciated.

Weston sent an email to non-classified representatives to see who is interested in being on the non-classified grievance committee.

Adjourn
Motion to adjourn made and seconded. Motion passed. Meeting adjourned at 2:37 pm. The next Staff Council meeting will be March 17, 2015 in Faculty Senate Conference Room from 1:30 pm – 3:30 pm.

Respectfully Submitted,
Stefanie Shadduck